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Chief, East Coast Bureau

14 June 1955

Operations Officer, FBIS

Emergency Communications Procedure.

1. In order to permit the effective use of the emergency communications circuit during the oncoming OPERATION ALERT and in any subsequent emergency which may develop, the following additional procedures not normally employed by the East Coast Bureau must be utilized:

a. In order to assure identity of message sources and addressees once the hard copy has been detached from machines on lines whose terminals are known, it is necessary to use a system of routing indicators. WA and HA, HB, and HN are elementary routing indicators peculiar to FBIS; since they are not compatible with the Agency system of indicators the following assignments will be observed:

ESC - Hqs. CIA Signal Center

ESR - FBIS, Santa Rosa

50X1

ESY - FBID Signal Center, Washington D.C.

50X1

b. Standard Army signals message procedure, with very minor modification, is employed for normal communication with the Agency communications system. An example of this Agency procedure follows which may serve as a pattern for traffic with

50X1

(Blank tape 5SP 2 CR LF LTR)

RR (2CR LF)

50X1

DE 14 (2CR LF LTR)

R012345Z (2CR LF)

GRNC (2CR LF LTR)

BT (2CR 2LF LTR)

MESSAGE TEXT (2CR 2LF LTR)

BT (2CR 2LF LTR)

01/2347Z (2CR 8LF)

NNNN (12 LTR)

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c. Abbreviations in the above are:

SP - Space bar
 CR - Carriage return key
 LF - Line feed key
 LTR - Letter key
 R - Routine precedence
 Z - Zebra time, or GMT
 GENC - Group not counted (group, i.e. words, may be counted at any time it is desired to let the recipient know the exact number of words in a message to insure against loss of any portion of the message; this is not normally practiced except in cryptographic filing).
 BT - "Break" signal denoting beginning and ending of message text.
 K - Final element of message (on Simplex circuit denotes opportunity for opposite terminal to transmit).

d. Procedure for transmission within the Army Communications system (accessible through) follows the same pattern except that Army routing indicators are used.

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e. Although communication with the FBIS field is not anticipated during OPERATION ALERT, Army routing indicators for the FBIS field and your ACAN relay include:

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RUZPSE - FBIS Washington D. C.
 RUWPBI - FBIS Santa Rosa
 RUAPHI - FBIS Tokyo
 RUAPIF - FBIS Hokkaido
 RUAWKO - FBIS Okinawa
 RUFPEK - FBIS London
 RUFKAP - FBIS Frankfurt
 RUFKBA - FBIS Vienna

f. Normal message precedence is ROUTINE, abbreviated as illustrated above. PRIORITY and OPERATIONAL IMMEDIATE precedence may be used in conformity with existing instructions by substituting the letters P and O respectively in the precedence positions. Two higher categories of precedence which are not authorized for normal operation but which might be required in an actual or hypothetical emergency are EMERGENCY and FLASH, the latter being used only when the absolute ultimate in speed is indispensable to

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national security. EMERGENCY precedence is indicated in the routing line by Y preceded by the bell signal and by Y in the preamble; FLASH substitutes the letter Z. The standard bell signal employs the figure key followed by five letters J, five letters S, and the letter key.

g. For OPERATION ALERT only, all administrative messages concerned with the hypothetical emergency situation, use as the first word of message text the group UNCAP.

h. Although in an actual emergency it is intended to file the B-wire on a separate circuit to [] during OPERATION ALERT one circuit will be utilized for both the B-wire and administrative and service traffic. Procedure will be omitted on all B-wire items which shall be transmitted exactly as they are received from down town.

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2. The classification of this memorandum applies only to the association of location with the routing indicators in CIA. The indicator alone as well as all procedure outlined is unclassified.

FOR THE CHIEF, FBIS:



50X1

NFK:ps

Distribution:

- O&1 - Addressee
- 1 - Chief, FBIS
- 1 - Chief Engineer, FBIS
- 1 - []
- 1 - Exec. files ✓

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